

CITY OF FALCON HEIGHTS
City Council Special Workshop
City Hall
2077 West Larpenteur Avenue

AGENDA

Wednesday, May 8, 2024
7:30 P.M.

- A. CALL TO ORDER:

- B. ROLL CALL: GUSTAFSON___ LEEHY___
 MEYER ___ MIELKE___ WASSENBERG___

STAFF PRESENT: LINEHAN___ VAN DER WERFF___

- C. POLICY ITEMS:
 - 1. Larpenteur Street Lights Banner Discussion
 - 2. Future Agenda Items

- D. ADJOURNMENT:

DISCLAIMER: City Council Workshops are held monthly as an opportunity for Council Members to discuss policy topics in greater detail prior to a formal meeting where a public hearing may be held and/or action may be taken. Members of the public that would like to make a comment or ask questions about an item on the agenda for an upcoming workshop should send them to mail@falconheights.org prior to the meeting. Alternatively, time is regularly allotted for public comment during Regular City Council Meetings (typically 2nd and 4th Wednesdays) during the Community Forum.

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REQUEST FOR COUNCIL ACTION

Meeting Date	May 8, 2024
Agenda Item	Policy C1
Attachment	Light Specs, Lighting Maps
Submitted By	Jack Linehan, City Administrator

Item	Larpenteur Avenue Lighting Banners
Description	<p>The Larpenteur Avenue Lighting Project, FH23-03, consists of removing and replacing 34 decorative light poles on Larpenteur Avenue from Fry Street to Arona Street. The lights are currently being installed.</p> <p>The lights will include fixed 2'x4' banner arms. The existing lights have banners that feature our old logo and are in fairly rough shape, and some have gone missing. As part of the project, staff proposes purchasing new banners at a cost of approximately \$80-\$125 per banner, or \$3,000 to \$4,500. There are available funds in the capital project line items.</p> <p>Staff is seeking direction for how to proceed with selecting a design for the new banners. Attached are proposed designs from MainStreet Designs, a Minnesota manufacturer of street light banners. These are not intended to be final designs, but rather idea generators for the direction of the new banners.</p>
Budget Impact	The proposed banners would cost approximately up to \$4,500. The street light project is budgeted at \$360,000 and there may be cost savings due to the contractor using existing conduit for one of the quadrants.
Attachment(s)	<ul style="list-style-type: none"> • MainStreet Designs Mockups
Action(s) Requested	Staff recommends the City Council discuss how to select a design for the new banners and to provide direction to the City Administrator how to proceed for purchasing banners.



FALCON HEIGHTS, MN

EDIT: 2 BW

DATE: 5-3-24

SIZE: 24" x 48"

FABRIC: TBD

INKS: DIGITAL

POCKETS: 3.25"

TAKE NOTHING FOR GRANTED, PLEASE CHECK PROOF CAREFULLY.

Illustrations are a reasonable representation of ink colors on banner fabrics. All monitors display differently, therefore a free color match sample is available upon request. **We are not responsible for any errors after approval.**



860 Downs Road
Champlin, MN 55316
p:(763)433-9120
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1-800-755-3039
www.mainstreetdesigns.com

APPROVAL SIGNATURE

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REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	May 8, 2024
Agenda Item	Policy C2
Attachment(s)	Draft City Council Calendar
Submitted By	Jack Linehan, City Administrator

Item	Future Agenda Items
Description	<p>This is an opportunity to discuss the proposed draft calendar for Council Action, including planned workshop topics.</p> <p>Attached is a draft calendar to help organize annual items. This is a working calendar that is amended periodically as items get added.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Draft City Council Calendar
Action(s) Requested	The City Council is requested to provide direction to the City Administrator on future items of discussion.



City of Falcon Heights

2024 City Council Meeting and Workshop

Agenda Calendar

<p>January 3, 2024 Workshop Meeting (Joint meeting with the Parks and Rec Commission)</p>	<ul style="list-style-type: none"> • Community Park Renovation
<p>January 10, 2024 Regular Meeting</p>	<ul style="list-style-type: none"> • Designation of Official Newspaper • Oath in Office • Resolution Designating the Official Depositories • Review Elected Official Out-of-State Travel Policy • Commission Member Reappointments (second term) • Mile Reimbursement Rate • Council Appointment as Liaison for City Commissions (MOVED – FEBRUARY WORKSHOP) • Review and Adopt Council Standing Rules and Council / Advisory Commission Roles and Guidelines (MOVED – FEBRUARY WORKSHOP) • Appoint Acting Mayor • Data Practices Policy • Pay Equity Report (2023, 2026, 2028) • Ramsey County Polling Place Agreement
<p>January 24, 2024 Regular Meeting</p>	<ul style="list-style-type: none"> • Council Appointments • Review of Council Rules/ Advisory Guidelines • State Fair Task Force Recommendations
<p>February 7, 2024 Workshop Meeting</p>	<ul style="list-style-type: none"> • Goff Public – Media Training • Council Standing Rules Discussion • Council Appointments • State Fair Task Force Next Steps • Future Agenda Items
<p>February 14, 2024 Regular Meeting</p>	<ul style="list-style-type: none"> • Council Appointments • Approval of Council Rules/ Advisory Guidelines • Roselawn Ave. Bid Release

	<ul style="list-style-type: none"> • State Fair Task Force 2024/2025
February 28, 2024 Regular Meeting	<ul style="list-style-type: none"> • MN GreenCorps Application • AARP Community Challenge Grant Application • Conduit Bond Refinance • Acceptance of Plans and Specifications and Ordering Advertisement of Bids for the 2024 PMP RV 24-04.
March 6, 2024 Workshop Meeting	<ul style="list-style-type: none"> • Potential Police Partnership – Engagement Plan • Community Park Updates • Legislative Updates / Priorities • 75th Anniversary Planning • Future Agenda Items
March 13, 2024 Regular Meeting	<ul style="list-style-type: none"> • Grant Application of MN DNR Outdoor Grant • Support of Buhl Investors’ Application for 2024 Ramsey County Housing Development Solicitation • EVSE City Code Updates • Hollywood Court Permit Parking Petition • Community Park Bond Reimbursement Resolution • 2021 PMP Surety Bond Claim – Tolling Agreement
March 27, 2024 Regular Meeting	<ul style="list-style-type: none"> • Acceptance of Proposal from Kraus-Anderson as Construction Manager as Advisor of Community Park Renovation
April 3, 2024 Workshop Meeting (Joint meeting with the Parks and Rec Commission)	<ul style="list-style-type: none"> • Community Park Renovation – Interior / Exterior Finishes
April 10, 2024 Regular Meeting	<ul style="list-style-type: none"> • Climate Action Grant Application • University of MN Good Neighbor Fund Grant Application • Accept Project Bids for the 2024 Sanitary Sewer Lining Project • Accept Project Bids for the 2024 PMP • 2024-2025 State Fair Task Force Appointments • Support of Application for Livable Communities Pre-Development Grant for Amber Flats
April 24, 2024 Regular Meeting	<ul style="list-style-type: none"> • Amendment to the Saint Paul Academy and Summit School Project Refunding Note and Loan Agreement

	<ul style="list-style-type: none"> • Consideration of Policing Partnership with the City of St. Anthony Village
May 8, 2024 Regular Meeting	<ul style="list-style-type: none"> • Annual Comprehensive Financial Report • Pay Estimate #1 - Larpenteur Street Lights • Letter of Support - FH Community Church Flood Mitigation Project
May 8, 2024 Special Workshop	<ul style="list-style-type: none"> • Street light banners • Future Agenda Items
May 22, 2024 Regular Meeting	
June 5, 2024 Workshop	<ul style="list-style-type: none"> • Community Park Bond Financing Options • Assessment Policy
July __, 2024	<ul style="list-style-type: none"> • Data Practices Policy (due by August; do {again} in July only if personnel has changed since January.
September __, 2024	<ul style="list-style-type: none"> • Adopt preliminary levy
October __, 2024	
November __, 2024	<ul style="list-style-type: none"> • Approve City Calendar • Guidelines for Snow and Ice Control - Pathway & Sidewalk Maintenance Map • Certify Election Results (2025, 2027, 2029)
December __, 2024	<ul style="list-style-type: none"> • Truth in Taxation and Budget Presentation • Appointment of City Attorney • Appointment of City Prosecutor • Appointment of City Auditor • Appointment of City Engineer • Cost of Living Adjustment (COLA) • Statutory Tort Limits Liability Coverage for the City • Northeast Youth and Family Services Cooperative Service Agreement • Tubman Legal Services Cooperative Agreement • Animal Impound Services • Fee Schedule Ordinance • Tennis Sanitation Contract renewal was valid from 1.1.23 through 12.31.24. Will need to have on the 2024 agenda.

CITY EVENTS

May 18	Spring Together	3:00 to 5:00 PM	Curtiss Field
July 18	Ice Cream Social	5:00 to 7:00 PM	City Hall
August 6	Night to Unite	Time TBD	Neighborhoods
December TBD	Human Rights Day		TBD